

## UserPOC - Tip #47

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When creating Reminder Conditions that watch the Action\_Item table, there are certain important features available in the Reminder\_Task table. In the Reminder\_Task table, when setting the task to be an email there are special POCs that are available as a consequence.

The following POCs are selectable: 'Assigned By' User, 'From' User, or 'To' User.

**Reminder\_Task record view**

The screenshot shows a window titled "Reminder\_Task record view" with a subtitle "Reminder\_Task: 10 of 10 records in selection". On the left side, there are buttons for "Accept" (with a checkmark icon) and "Cancel" (with an 'X' icon). The main area is divided into several sections:

- Reminder Task Item**: A header section.
- Reminder Task Name**: A text field containing "Email - Action Item Created".
- Task Item Type**: Three radio buttons: "Email Message" (selected), "Create Action Item", and "Create Chronology".
- Email recipient**: Four radio buttons: "Me", "This Address ...", "People with Keyword ...", and "Point of Contact" (selected). Below the "Point of Contact" button is a text field containing "From User", which is highlighted in yellow.
- Email Message**: Two text fields: "Subject" containing "test" and "Body" containing "test".

In the bottom left corner, there is a NASA logo and the text "TechTracS".

These POC's correspond to the Assigned By, From, and To fields of the Action\_Item table. However, being named in one of these fields is not all that is required to receive this email.

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Any person that is in the drop down list in the [Action\_Item] for the Assigned By, From, or To fields must have their name in the Action Name pop-up of their People record.

Action\_Item record view

The screenshot shows the 'Action\_Item: Adding New Record' window. The 'From' dropdown is set to 'Designer'. The 'Assign By' dropdown is open, showing a list of names including Allen, Cheryl; Almon, Darla; Amington, Gregor; Balza, Rosemary; Bartlett, Joyce; Bazos, O'Connor, Gaudy; Blackburn, Linda; Cammaway, Preston; Check, Diana; Dail, Jessica; Dempsey, Tina; Edwards, Robin; Farmer, Frank; Franka, John; Garcia, Marisol; Gardner, Jim; Hammerla, Kurt; Hawkins, Hillary; Hayes, Becky; Hurst, Dobi; Manuel, Greg; Mathis, Joe; McMahon, Elaine; and Morillo, Sam. The 'Date Due' is set to 00/00/00. The 'Subject' and 'Action Taken' fields are empty. The 'Comments' field is also empty. The 'Received' date is 05/26/2000, and the 'Assigned' date is 00/00/00. The 'TI Agree No.' is set to 0. The NASA logo and 'TechTracS' are visible in the bottom left corner.

People record view

The screenshot shows the 'People: 49 of 5013 records in selection' window. The 'General Information' section is visible. The 'First' name is 'Unknown', 'Last' is 'Unknown', and 'Company Name' is 'Automated Analysis Corporation'. The 'Department' is empty. The 'Title' is empty. The 'Zip' is empty. The 'Address' is empty. The 'City' is empty. The 'State' is empty. The 'Action Name' dropdown is circled in red. The 'Phone Number' is empty. The 'FAX' is empty. The 'Extension' is empty. The 'SSN' is empty. The 'Classified' checkbox is checked. The 'Org Code' is empty. The 'Email Address' is empty. The 'Job Function' is empty. The 'Type' is 'Contract Rep'. The 'Expertise' dropdown is empty. The 'Decision Maker' checkbox is checked. The 'Expert in...' field is empty. The NASA logo and 'TechTracS' are visible in the bottom left corner.

If not, the task will not be completed.